

DDA 89-0590
10 April 1989



MEMORANDUM FOR: Director of Medical Services

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FROM:



Executive Assistant to the DDA

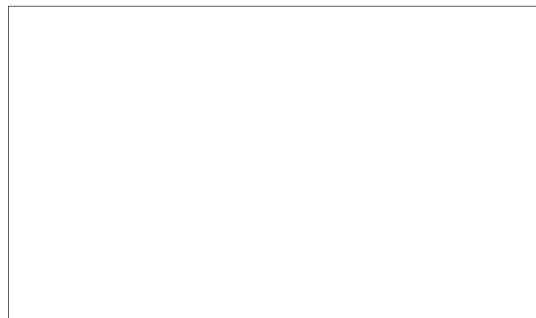
SUBJECT:

Combined Federal Campaign (CFC)--
Loaned Executive

Gary *any*

The Office of Personnel requested the ADDA's assistance in selecting a mid-level Directorate of Administration officer to serve as the Agency's Loaned Executive for the 1990 CFC of the National Capital area. This officer should be available to attend four weeks of training sponsored by CFC beginning in mid-August. After this training, the Loaned Executive will be spending the majority of his or her time at CFC Headquarters from the beginning of October 1989 through early December 1989 supporting the CFC. For your information, since 1983 each office in the DDA, except for OMS, has participated in this program. Therefore, the ADDA directed me to request OMS provide a candidate for 1990. Please send your nominee to me and we will forward, with the ADDA's concurrence, to the Office of Personnel. I would appreciate your response to this request by 24 April.

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